



## News from CCF

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### **Army G-2**

Army G-2 has extended deadline to 15 August 2005 for completion of JPAS implementation, as instructed in memorandum dated 26 January 2005, Subject: Changes to Procedures re: Submission of Personnel Security Investigations (PSIs); and the Use of the Joint Personnel Adjudication System (JPAS). Additionally, the reference is being modified to include additional details for JPAS use and to answer many frequently asked questions. That modification should be transmitted within the next 30 days.

One of the changes that will be included in the next JPAS Procedures update is: "Security Managers will not take an "owning" relationship in JPAS for Reserve soldiers who are currently on mobilization, COTTAD, ADSW, ADT, or AT orders. The United States Army Reserve Command (USARC) and the Army Human Resources Command - St. Louis will take the "owning" relationship. This pertains to the following categories of Reserve Soldiers: Individual Ready Reserves (IRR), Individual Mobilization Augmenters (IMA), Retirees, and Regional Readiness Reserve Commands (RRC) and Training Divisions (TD). Security Managers for these personnel should take a "servicing" relationship. Exception to the above will be Troop Program Units (TPU) that are managed offline. In addition, if the Reserve Soldier has executed a SF312 and the information has been loaded into JPAS or needs to be loaded to JPAS, the original document should be sent to the following address: Commander, Human Resources Command, ATTN: AHRC-PLF (Security), 1 Reserve Way, St. Louis, MO 63132-5200 to be filed into the Soldier's electronic Official Military Personnel File (OMPF) and updated to JPAS."

Points of contact are Ms. Julia Swan, (703) 695-2629/DSN 225-2629, e-mail: [Julia.swan@hqda.army.mil](mailto:Julia.swan@hqda.army.mil), or Ms. Teresa Nankivell, (703) 695-9605/DSN 225-9605, e-mail: [Teresa.nankivell@hqda.army.mil](mailto:Teresa.nankivell@hqda.army.mil). All inquiries should be addressed through command channels.

### **G-2 JPAS Implementation Information**

The following documents listed below provides guidance from the Army G-2 implementing the DoD JPAS system.

- JPAS and PSI Procedures
- PSI Guidance
- SF-85P Agency Use Form
- OPM SF-86 Cover
- SF-86 Agency Use Form

### **Army G-2**

Army G-2 is in the process of developing a memorandum that will designate JPAS as the Army system of record for security clearances. This will require that each Army security manager acquire a JCAVS account and take ownership of the personnel they manage. If the security manager doesn't take ownership of personnel they manage then CCF will not be able to communicate with the security manager. Once the message is finalized by G2 it will be posted to this web site. More details will be provided in the G2 message.

Questions or comments can be directed to Mr. Greg Torres ([Gregory.Torres@hqdq.army.mil](mailto:Gregory.Torres@hqdq.army.mil)) or Ms. Julie Swan ([Julie.Swan@hqda.army.mil](mailto:Julie.Swan@hqda.army.mil)) at Army G2.

### **Extraordinary Waste of Resources**

It has become increasingly evident that there continues to be an extraordinary waste of resources connected with the submission of personnel security investigations (PSI). Personnel who submit

PSIs to either the Defense Security Service (DSS) or the Office of Personnel Management (OPM) must take care in requesting the appropriate PSI for the appropriate level of access required for the individual's Military Occupational Specialty (MOS), status (Commissioned Officer), position sensitivity or required duties. Erroneous coding of PSI submission costs The Department of the Army (DA) and consequently, the Department of Defense (DOD) and the Federal Government, resources that we can ill afford to waste. For example, a new civilian hire with DA who requires a Secret clearance for their position sensitivity, requires an Access National Agency Check with Inquiries (ANACI). The appropriate Type of Investigation code on the OPM Agency Use Form or heading of the SF 86 is 09B. Many submitters are annotating these forms with 08B (National Agency Check with Local Agency Checks and Credit Check (NACLC)). After completion of the NACLC and receipt at CCF, we inform the command that an ANACI is required and an unnecessary cost to DA of \$154.00. A more drastic example is the submission of a NACLC for continued access to Secret information. The correct Type of Investigation code is 08B. However, some commands submit the form annotated with the code 18F (Single Scope Background Investigation-Periodic Reinvestigation (SSBI-PR)), costing DA \$1,915.00. In addition to the monetary waste, these errors are compounded when the opening and closing information is top-fed into the Joint Personnel Adjudication System (JPAS). When the SSBI-PR arrives at CCF, we would reaffirm the individual's eligibility based on their original PSI and inform the unit or the submission error. A Security Manager with access to JCAVS may mistakenly believe that an open SSBI-PR means the individual had a previous SSBI and access to Sensitive Compartmented Information (SCI) and attempt to obtain interim SCI access eligibility.

CCF will be sending Green mailers and DA 873's via e-mail. If you wish to receive these documents by e-mail please contact the CCF UIC manager to update your primary and alternate security manager e-mail accounts.

In the coming months this site will be the primary means to contact CCF.

#### **Personal Security Investigations (PSI)**

SUBJECT: PERSONAL SECURITY INVESTIGATIONS (PSI) OF DEPLOYED PERSONNEL

1. WHEN THE SUBJECT OF A SECURITY CLEARANCE PSI DEPLOYS PRIOR TO THE COMPLETION OF HIS/HER INVESTIGATION, THE PSI MAY BE DELAYED OR SUSPENDED UNTIL THE INDIVIDUAL REDEPLOYS AND IS AVAILABLE FOR A FINAL INTERVIEW. AFTER REDEPLOYMENT, THE SUBJECT'S SECURITY MANAGER MUST REQUEST THAT THE PSI BE REOPENED AND COMPLETED, IF THE INDIVIDUAL STILL REQUIRES A SECURITY CLEARANCE. THAT ACTION IS INITIATED BY SUBMITTING A DD FORM 1879 TO THE AGENCY WHICH IS CONDUCTING THE INVESTIGATION.
2. IF THE INVESTIGATION WAS BEING CONDUCTED BY DSS, THE REMARKS BLOCK OF THE DD FORM 1879 SHOULD CONTAIN THE FOLLOWING ANNOTATION: "REOPEN PSI, WHICH WAS PLACED ON HOLD". IF AN OPM PSI, THE ANNOTATION SHOULD STATE, "REOPEN CLOSED PENDING CASE; INDIVIDUAL HAS RETURNED FROM DEPLOYMENT". THE REMARKS BLOCK MUST ALSO CONTAIN A CURRENT ADDRESS AND TELEPHONE NUMBER WHEREBY THE DSS OR OPM INVESTIGATOR CAN CONTACT THE SUBJECT. THE DA FORM 1879 AND ANY SUPPORTING DOCUMENTATION SHOULD BE FAXED TO THE APPROPRIATE AGENCY (DSS: 301-677-2025; OPM: 724-794-0097).
3. REMINDER: PER DA AMHS//DAMI-CD// MSG DTG: R121628Z FEB 03 (SUBJECT: ARMY PERSONNEL SECURITY PROCEDURES - CONTINGENCY OPERATIONS), WHEN AN INDIVIDUAL IS GRANTED INTERIM SCI ACCESS IN CONJUNCTION WITH DEPLOYMENT, THE SECURITY MANAGER MUST SUBMIT THE REQUISITE PSI REQUEST TO DSS OR OPM WITHIN 5 DAYS. PERIODIC REINVESTIGATIONS DEFERRED DUE TO DEPLOYMENT LOCATION WILL BE INITIATED WITHIN 90 DAYS OF RETURN.

4. POC AT CCF IS B.J. CHANDLER (COMM: 301-677-6063; DSN: 622).

#### **Security Manager Training**

Personnel Security Manager training is available through the Defense Security Service (DSS) in a 3-day resident course or web-based instruction. See <http://www.dss.mil/training/index.htm> for enrollment and course descriptions.

#### **The Security Clearance Backlog**

The Central Personnel Security Clearance Facility (CCF) is the Army's organization for granting, denying or revoking security clearances. CCF does not conduct the actual security clearance investigations. Those investigations are the responsibility of the Defense Security Service (DSS) and the Office of Personnel Management (OPM). CCF receives the final investigations from those agencies, adjudicates the cases and either grants or denies the security clearances. CCF also receives reports of derogatory information from the Army's security managers and re-adjudicates those clearances as required. CCF currently does not have a significant backlog of cases requiring adjudication, but the number of cases arriving at CCF has increased steadily over the past four to six months, which is a result of investigations that were backlogged for over a year now being completed by the investigative agencies.

While many factors contributed to the backlog of security clearance investigations, CCF is aggressively handling every case upon receipt. National Agency Check with Local Agency Checks and Credit Check (NACLC) or Secret-PR investigations that are completely favorable are to be adjudicated within 48 hours upon receipt at CCF, and clean SSBI and SSBI-PRs within 10 days. Cases with issues require more time and are often dependent upon the timely response of the subject of the investigation.

Senior Army and DoD leaders are well aware of the security clearance backlog. Problem areas have been identified and fixes have either been made or are being worked. Resources have been provided as with the assignment of 16 Army Reserve/National Guard personnel in FY01 to augment the CCF workforce with two and three year tours of active duty. Despite other missions and requirements, CCF's priority has been and will remain timely and accurate adjudications of security clearances.